

Jericho Town Library
Board of Trustees Meeting
March 8, 2022

Present: Barb Adams, Tom Dowd, Lindsey Halman, Beth Seniw, Jeff York, Sue Macmillan, and Gretchen Wright- Library Director

The meeting was called to order at 5:35 pm

Secretary's Report: The minutes of the February meeting were accepted as written.

Treasurer's Report: Jeff provided the current financial statement , which was accepted as prepared.

Building:

- 1) Painting / Repair Project:** Jeff reported the contractor is ready to start painting and repairing the exterior south side of the building in early May. All members agreed on this timeline. Tom suggested that the contractor needs to provide a list of materials, and Jeff agreed to ask for this information.
- 2). Needs:** Gretchen requested more salt for the walkway.
- 3). Window washing :** The Board agreed to look into this after the exterior project is completed.

Highlights from the Director's Report:

- 1). Circulation:** 673 items were checked out in February. Gretchen mentioned that patrons are enthusiastic about the recently added snowshoes to the library-of-things.
- 2) Programs:** Storytime will resume on March 9th. There will be a possible Arbor Day Program in May. We are slated to receive a \$300 grant for the Summer Reading Program from the VT Dept. of Libraries
- 3) Craft Kits** continue to be popular. Last month's kits included: Library book Valentines, Superbowl catapults, Olympic medals, and Snowflake Bentley snow crystals.
- 4). Collections:** Gretchen is working on adding to the following areas: bilingual picture books, holiday books, and Home and Garden books. In addition,

the library received 22 donated books recently from our Adopt-A-Book Sale.

5). Makerspace Update: Gretchen presented a draft of policies she has written for the Makerspace and 3D Printer. The Board accepted both policies with a minor addition. She is currently working on a “user-friendly” guide of instructions and challenges for student use. This new space will open on or about mid – April and will be publicized on Social Media.

Board Discussions:

1). JTL Renovations/ ADA: Everyone has had a chance to look at the draft community survey that Lindsey and Gretchen have written and agreed to go forward with this. It will be posted on Front Porch Forum with a link. Lindsey agreed to initiate this and other Board members will help out with posting it. Lindsey also agreed to contact John Abbott at the Town Office to keep him appraised of this survey. It will also be posted around town on a flyer and on Instagram. It is hoped that we will receive a lot of feedback from the community.

2) Summer Staffing Needs : Looking ahead to the Summer Reading Program, the Board agreed that it is important to add some hours to Kelly’s part-time position. This position will have a total of 15 hours per week to help with this important program.

3) New Library Book Marks: There was a suggestion to print new library book marks with the current hours. All agreed that this would be helpful.

4) Strategic Plan: Tom says the plan should be finished next week and asked Gretchen for some additional help with the final draft.

5) Town Bulletin Board : There was a question about whether the Town is still planning to install a bulletin board outside near the library. Gretchen will check with the Town office about this.

There being no further business, the meeting was adjourned at 6:40 pm.

Respectfully Submitted,
Susan Macmillan/ JTL Secretary

**NEXT BOARD MEETING: TUESDAY, APRIL 12th
at 5:30.**